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September 9, 2010

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO ACCEPT AN AMENDMENT TO A NOTICE OF AWARD FROM THE CENTERS FOR DISEASE CONTROL AND PREVENTION FOR PUBLIC HEALTH EMERGENCY RESPONSE**

This is to inform you that I am exercising the delegated authority approved by your Board on September 8, 2009, to accept amendments to the Centers for Disease Control and Prevention (CDC) Notice of Award (NA) 1H75TP000350-01 for the internal redirection of funds, subject to review and approval by County Counsel and the Chief Executive Office (CEO), and notification to your Board.

Under this authority, I will accept Amendment 8 to the CDC's NA 1H75TP000350-01. Amendment 8 authorizes the redirection of funds within Public Health Emergency Response Grant Focus Areas 1 (H1N1 Mass Vaccination Planning) and 3 (H1N1 Mass Vaccination Implementation) in the total amount of \$7,332,563, as follows:

Focus Area 1 – Planning

Funds will be redirected from the Other budget category to Personnel:

Personnel \$104,781: Funds will finance a position that will be responsible for: developing monitoring instruments; preparing and processing monitoring letters and reports; and conducting program, personnel, and criminal background reviews for H1N1 contractual agreements.

Focus Area 3 – Implementation

Funds will be redirected from various line items within the Personnel budget category to Travel and Contractual funding categories:

Travel \$54,075: Funds will be used for mileage and parking for Department of Public Health (DPH) staff to attend local meetings and trainings related to H1N1, conduct Point of Dispensing site visits, and participate in vaccine distribution and dispensing activities throughout Los Angeles County.

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Contractual \$7,173,707: These funds will cover the labor costs of 1,217 DPH staff who worked on H1N1 mass vaccination activities such as administrative duties, data collection and reporting, planning, training, vaccine administration, and inventory management. Although this funding supports DPH staff and not contractual staff, the CDC requested DPH to capture funding by program as required under the Contractual budget category rather than by individual as required by the Personnel funding category.

This action does not affect the current total grant award of \$39,984,244.

County Counsel and the CEO have approved NA 1H75TP000350-01 Amendment 8 as to form and this delegated authority action.

If you have any questions or require additional information, please let me know.

JEF/rdt

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors

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